



STATE OF NEVADA
DEPARTMENT OF ADMINISTRATION
Division of Human Resource Management
Central Records

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MEMO PERD #22/13

June 06, 2013

TO: Department Directors
Agency Administrators
Agency Payroll Clerks
Agency Personnel Representatives
Agency Personnel Liaisons

FROM: Lee-Ann Easton, Administrator *Lee-Ann Easton*
Division of Human Resource Management

SUBJECT: AEGIS Assessment and Benefit Deduction Personnel Action Code

The Public Employees' Benefit Program (PEBP) Active Employee Group Insurance Subsidy (AEGIS) will decrease to \$688.37 per month for Fiscal Year 2014. Agencies paid through Central Payroll will first see this new rate reflected on the July 5th payroll for all employees assigned to deduction policy DP01. Agencies with employees who decline health insurance coverage should not be assessed AEGIS for those employees. To do so, the declining employee's deduction policy must reflect DP21 on his/her ESMT-A.

As a reminder, a Personnel Action Code has been established in ADVANTAGE-HR™. This benefit change code, BFCHG, should be used for changes during an enrollment period and for future deduction policy changes employees may make.

For PEBP's plan year 2014, a list will be generated containing those employees who have declined health insurance coverage. Human Resource Management will share this information with agencies in mid-June. If an agency has an employee moving to decline status, an ESMT-A reflecting a deduction policy change to DP21 effective June 10, 2013 will need to be prepared and signed by the employee. **These ESMT-As must be submitted to Central Records no later than June 20, 2013.** Given the tight timeline, agencies may want to approach their employees before receiving the list in order to begin work on any ESMTs that may need to be submitted.

If you have any questions, please contact Cynthia Willden, Central Records Manager at (775) 687-9088 or cwillden@admin.nv.gov.